



# CITY MANAGER'S **UPDATE**

Monthly report to the City of Annapolis City Council

JUNE 2015

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## Performance Measures

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### Police Calls and Service Times

Month	2012	2013	2014	2015		Average Emergency Response Time		PI Accident/ Response	Armed Subject/ Response	Shots Fired/ Response
January	3153	2596	2894	2571		1:30 Minutes		12 = 1:20	3 = 1:31	19 = 1:41
February	2725	2399	2714	2422		2:09 Minutes		9 = 2:18	2 = 1:15	6 = 2:55
March	3217	3117	2885	2714		1:06 Minutes		13 = 1:07	9 = 1:18	3 = 0:55
April	2997	2931	3005	2808		1:24 Minutes		21 = 1:50	6 = 1:06	15 = 1:17
May	3259	3145	3197	2961		1:28 Minutes		14 = 1:11	4 = 2:13	20 = 1:01
June	3100	3051	3161	3059		2:14 Minutes		20 = 3:03	18 = 1:21	23 = 2:19
July	3123	3176	3515							
August	3033	2995	3280							
September	3180	3342	3129							
October	3239	3269	3158							
November	2748	3472	2763							
December	2667	2670	2551							
Totals	36163	36252	36252	16,535						
Avg Per Day	106.1 cfs	99.5 cfs	98.5 cfs	91.3 cfs						

## Crime

June											
Crime	Murder	Rape	Rob Arm	Rob NWU	Agg Aslt	Burg-Res	Burg-Non-Res	Larc	MV	Total	
Jun 15	0	1	5	3	12	20	6	97	6	150	
Jun14	0	0	0	0	18	7	0	73	2	100	
Diff +/-	0.0%	100.0 %	500.0%	300.0 %	-33.3%	185.7%	600.0%	32.8%	200.0%	50.0%	
			Monthly	%				Monthl y	%	Dom Rel	%
	Violent Crime Diff +/-		21/18	16.6 %		Property Crime Diff +/-		129/82	57%		
YTD 15	1	3	17	10	55	76	18	359	27	566	
YTD 14	0	2	23	17	66	61	9	363	28	569	
YTD%	100.00 %	50.00 %	-26.08%	-41.1 7%	-16.66 %	24.59%	100.00 %	-1.10%	-3.57%	-0.52%	
YTD	Violent Crime YTD (Dif # / %)			86/10 8	-20.37 %	Property Crime YTD (Dif #/ %)			480/469	.9%	

Crime for the month of June is up as compared to June of 2014. The rise was led by an increase in robberies, burglaries and thefts. Several arrests have been made in connection to the robberies and burglaries. Overall crime for the year is still down 2% as compared to last year.

## Condition Index for Streets

- Total length of City streets – approximately 90 miles of roadway are City maintained.
- Weighted average “Remaining Surface Life” of City streets – 8.1 years
- 2015 paving total – 0.38 miles

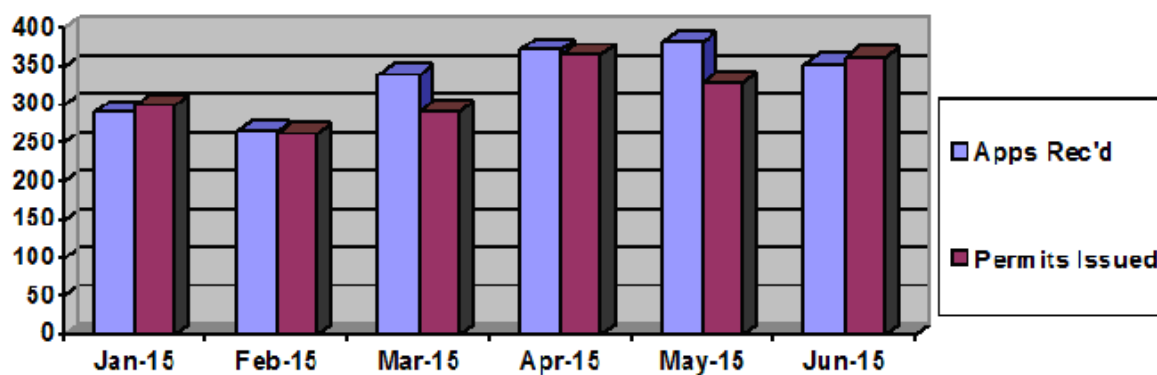
## Diversion Rate of Solid Waste from Disposal at a Landfill

- June diversion rate – 41.6%
- 12-month (July 2014 – June 2015) diversion rate – 42.9%

## Water Quality Testing Results

- There were no water quality issues with the June water samples.
- There have been no water quality issues with water samples taken in 2015.

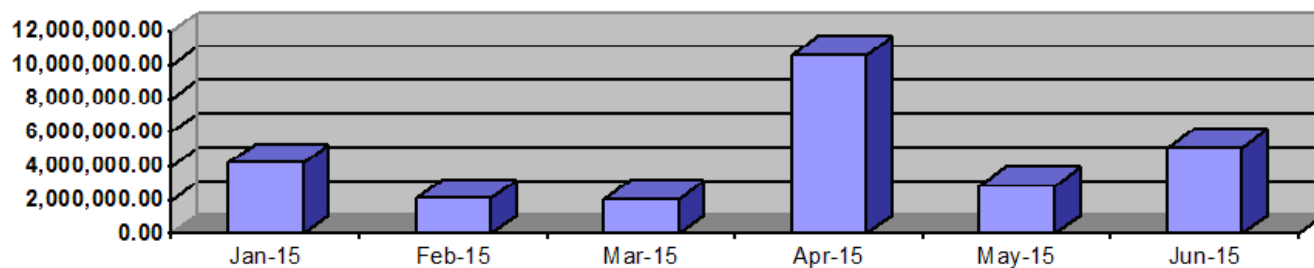
## Permits



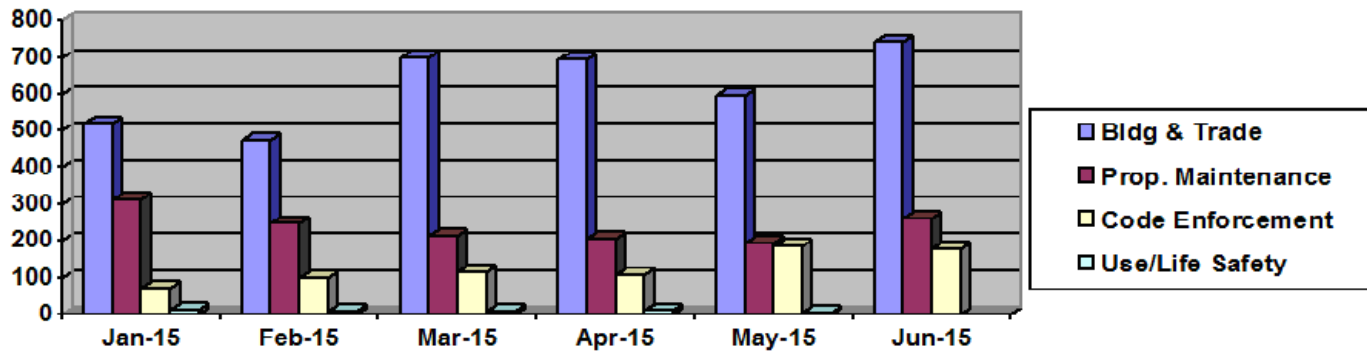
Permit applications received	353
Permits issued	362

## Value of Private Construction

Total \$5,086,566.04.



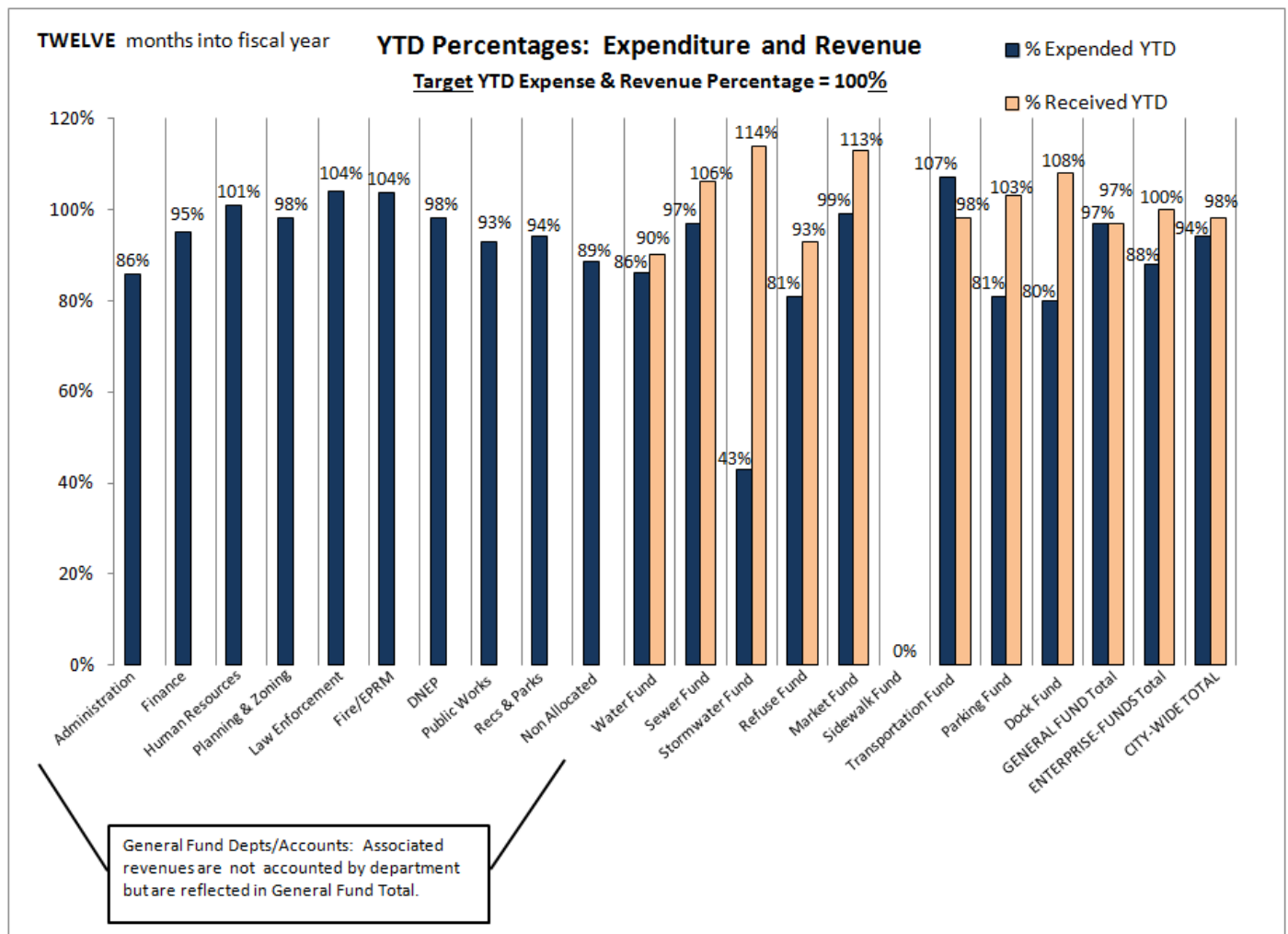
## Private Construction Inspections Performed



Building and Trade Inspections                      740  
Property Main

Maintenance Inspections                                262  
Code Enforcement Inspections                        178  
Use/Life Safety Inspections                            11

## Budget Status



## Central Purchasing

### Current Procurements

#### RFP 14-14 DPW Maintenance Facilities – Design/Build Services

- Awarded to Gardiner & Gardiner. Contract in process.

#### RFP 15-11 – Integrated Parking Operations and Management Services

- 5 firms short-listed. Proposals due 7/29.

#### RFP 15-12 Annapolis Renewable Energy Park

- Awarded to BQ Energy. Lease requires Council Approval.

**RFP 15-14 – Sale/Lease of 9 St. Mary’s Street Property**

– Property sale/lease award subject to Council Approval.

**RFP 15-15– Bus Shelters**

- 5 bids received. Award concurrence letter sent to MTA.

**RFP 15-18 – Historic Preservation Consultants**

- 23 Qualification statements received. Under review.

**IFB 15-17 – Annapolis Dam Repairs**

- Awarded to M2 Construction. Contract in progress.

**RFP 15-20 – Eastport Traffic Study**

- Awarded to Sabra Wang & Associates. Contract in progress.

**RFP 15-21 – APD Indoor Firing Range Replacement**

- 3 Proposals received. Under review.

**RFP 15-22 – APD Firing Range Ventilation System Replacement**

- 3 Proposals received. Under review.

**RFP 15-23 – Upper West Street Sector Study**

- 7 Proposals received. Under review.

**IFB 15-25 – City Dock Bulkhead Replacement – Steel Sheet Piles**

- Awarded to Skyline Steel. PO to be issued in July.

**IFB 15-27 – Second Street Pump Station Repairs**

- 3 Bids received. Under review.

**RFQ 15-28 – City Dock Bulkhead Replacement – Construction Services**

- 7 Qualifications packages received. 5 firms short listed. Bids due 8/20.

**IFB 16-01 – Water Treatment Chemicals**

- Bids due 7/1.

**IFB 16-02 – Roadway Supplies**

- Bids due 7/1.

**Completed Procurements**

**RFP 13-27 Maynard Burgess House Renovation**

- Awarded to Lewis Contractors. Project scheduled for August 2015 completion.



**RFP 14-12 – City Dock Bulkhead Replacement - Design**

- Awarded to EBA Engineering. Project scheduled for July 2015 completion.

**RFP 14-21 Flume Evaluation**

- Awarded to GHD. Project scheduled for August 2015 completion.

**RFP 14-22 Water and Sewer Buried Asset Evaluation**

- Awarded to GHD. Project scheduled for July 2015 completion.

**RFP 14-23 – Main Street Reconstruction Design Services**

- Awarded to EBA Engineering. Project scheduled for August 2015 completion.

**RFP 15-04 – Bundled Construction Projects – ADOT**

-Awarded to Albrecht Construction. Project scheduled for August 2015 completion.

**RFP 15-10 – Storm Water Management Inventory and Watershed Improvement Plan**

-Awarded to URS. Project scheduled for December 2015 completion.

**IFB 15-05 Janwal II Water Tank Painting**

- Awarded to Ionion Painting. Project scheduled for August 2015 completion.

**RFP 15-09 – Truxtun Pool Assessment**

- Awarded to SEI Architects. Project scheduled for September 2015 completion.

**Pending Procurements**

**RFP 15-13 Transit Bus Advertising Program**

- Draft at MTA. Waiting for concurrence to release RFP.

**RFP 16-03 – City Hall HVAC Replacement – Design/Build Services**

- Draft in progress. Anticipated release in July.

**RFP 16-04 – Assessment of Corrective Measures – Annapolis Landfill**

- Draft in progress. Anticipated release in July.

**IFB 16-05 – Wayfinding Sign Fabrication**

- Draft in progress. Anticipated release in July.

## **RFP 16-06 – Energy Performance Contracting**

- Draft in progress. Anticipated release in July.

## **IFP 16-07 – Helix Mooring Installation**

- Draft in progress. Anticipated release in July.

## **Capital Projects**

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### **Pump Station Replacement/Rehabilitation**

Pump Replacement – Bids have been opened for the bypass of the Second St. pump station and repair of the wetwell, in conjunction with installation of a new pump and rehabilitation of the motor control center. Purchasing is reviewing bids. Bywater Pump Station Rehabilitation – Construction at the pump station is substantially complete and the contractor is working on punch list items.

### **Sewer Rehabilitation /Water Distribution**

USNA Flowmeter (72004) – The flowmeter for the Navy 2 location installation is complete and data is being collected. The kickoff meeting for evaluation of the existing flumes is scheduled for July 7. Buried Asset Evaluation (72004 & 71003) – Weekly meetings are now being held with the PM to discuss project status.

### **Water Tank Rehab.**

Cleaning of the exterior of Farragut tank (adjacent to Navy Stadium) and the clearwells at the water treatment plant is complete. Janwal Tank exterior painting work has begun.

### **New Water Treatment Plant (WTP)**

WTP Design/Build (D/B) – Project work continues, including submittal reviews, concrete slab and wall pours, concrete form and rebar work, connections at the raw water main and installation of the new sanitary sewer main.

### **Annapolis Water Reclamation Facility AWRF Projects - Influent Pump Station project and Flow Measurement project (County Managed)**

Influent Pump Station – Kick-off meeting for an engineering study of the hydraulic issues at AWRF Influent Pump Station (for City flow) was held on June 2. Flow Measurement Improvements – The Mayo force main project, which will include AWRF City and County flow measurement improvements, is underway with work proceeding on alignment of the force main.

## **Dam Repair at Waterworks Park**

The low bidder, M2 Construction, has been approved. The requested budget revision to cover additional anticipated costs was approved and funds were provided. Issued Notice of Intent to Award on June 24. Anticipating the submittal of bonds from M2 in early July. Received Construction Permit from MDE.

## **City Hall Restoration**

Inside electrical work has been completed for the generator installation. The tree removal and soils testing has been scheduled. The HVAC project's pre-proposal meeting is scheduled on July 8.

## **Landfill Gas Mitigation**

Comments from MDE on the revised Nature and Extent Study (NES) were received on May 13. Comments indicate that the NES does not require further revision and that an Assessment of Corrective Measures (ACM) report must be completed by November 2015. An RFP for the ACM has been issued and proposals are due on August 5. Sampling work continues for the semi-annual monitoring events.

## **Maintenance Facilities**

The contract for demolition of all Spa Road facilities on the east side of the road is expected to be signed in early July. Portable offices from Anne Arundel Public Schools to be delivered to Spa Road on July 20 and July 21. Currently, we are working on a long-term plan to consolidate Public Works Services, Utilities and Vehicle Maintenance in one facility.

## **Stormwater Management Retrofit**

A pipe repair project is planned at 806 Tyler Avenue, with construction planned for July 2015. Inspection was performed at a storm drain failure on Newman Street. Cost estimates for the repair of the Newman Street storm drain are being prepared. Additional stormwater issues have been identified, inspected in the field, and are being evaluated for potential solutions.

## **Maynard Burgess House**

Siding installation to be completed during the week of July 10, 2015.

## **Main Street Reconstruction**

An inventory of buildings with sprinkler system connections indicates that approximately 51 buildings do not have sprinkler connections with an estimated cost in excess of \$1,000,000 to install.

## **City Dock Bulkhead Replacement, Phase 2**

Received Statements of Qualifications (SOQ's) from seven potential contractors on June 4. Five contractors were qualified/shortlisted. Bid documents will be issued to qualified contractors during the week of July 6.

100% Bid Documents (Plan & Specs) were received on June 11 for review and comment. Bids for steel were received on May 11. Low bid was \$1.747M. The steel order will be placed during the week of July 6. Presented to HPC the proposed changes to the approved electrical layout, and requested approval of a utility screen for the required electrical equipment, a modification to the seawall to mount a Fire Department connection with the required minimum 18" clearance from finished grade, and a stormwater management planter at the Harbormaster building. The application was continued to the next meeting on July 14. Ongoing discussions with the potential developers of 110 Compromise led to re-design of the electrical equipment in the Donner Lot and at the Harbormaster building. The changes will be reflected in the subsequent presentation to HPC.

## Personnel Update

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### New Hires

Public Works - Office Associate IV  
 Law Enforcement - 2 Police Officers  
 Recreation & Parks - 16 Seasonal  
 Harbormaster - 1 Seasonal  
 HR - 1 Intern  
 Mayor's Office - 1 Intern

### Promotions/Internal Vacancies Filled

DNEP - Zoning Enforcement Officer  
 Recreation & Parks - PMRC Facility Supervisor  
 Fire - FF III-EMT-P

## Law Office Report

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### Open Litigation

Case Name	Dept	Comments
White, et al. v. COA U.S. District Court Case No. CV-01130-JFM (L21-13)	APD	Motions pending
Moe's Southwest Grill PJR A.A. Circuit Court Case No. C-2013-178391 (L39-13)	BOA	Court of Special Appeals affirmed Circuit Court decision, which affirmed BOA approval of special exception for Chipotle Mexican Grill at 36 Market Space
City of Annapolis v. SPAW, LLC (Municipal Infractions) A.A. District Court Case No. 3z36100886, 5z36100888	HPC	Appeal to Circuit Court of District Court's finding of Municipal infraction; trial 12/17/14 – continuation of trial date pending
Travis v. City	APD	Trial 8/17/15

US District Court Case No. 1:14-CV-00424-ELH (L4-14)		
McShane Glover – PJR A.A. Circuit Court Case No. C-2014-190935 AA (L72-14)	HPC	Motions and memoranda pending
Stansbury v. COA U.S. District Court of MD, Civil Action No. 1:15-CV-497-GLR	PW	Complaint and Answer filed; discovery ongoing
City v. Groblewski A.A. District Court Case No. CV-15-003794	AFD	Complaint filed and served/ discovery ongoing; trial 8/10/15
Rodriguez v. City of Annapolis A.A. District Court Case No. CV-15-003948	DOT	Complaint and Answer filed; discovery ongoing
City v. Roosevelt Gross, et al. A.A. District Court Case No. CV-14-000033	DNEP	Complaint will be dismissed and citations served on new property owner
Annapolis Neck Peninsula Federation PJR (Quiet Waters) A.A. Circuit Court Case No. CV-2015-001510 (L55-15)	PC	Petition for Judicial Review dismissed
Sheahan PJR (3 Revell Street) A.A. Circuit Court Case No. CV-2015-001576 (L56-15)	HPC	Petition for Judicial Review and Answer filed
Cecelia Brown v. COA A.A. District Court Case No. CV-15-004927 (L59-15)	PW	Complaint and Answer filed; discovery ongoing; trial date 8/12/15
Deanna Crawford v. COA A.A. District Court Case No. CV-15-004930 (L58-15)	DOT	Complaint and Answer filed; discovery ongoing; trial date 8/27/15
<b>MCCR / EEOC Cases:</b>		
MCCR / APD	APD	Fact-finding conference heard on 4/15/15; decision pending
<b>Administrative Hearings:</b>		
<b>Workers' Compensation Appeals to Circuit Court:</b>		
Imhof v. City		Trial date set for 6/11/15, however, Judge Manck granted Claimant's motion to remand. Waiting on Order and will discuss further action upon receipt of same

Cook v. City		Trial date set for August 4-5, 2015. Videotape Depositions of both Claimant (6/23) and Defense Expert (7/16) scheduled.
<b>Disability Retirement Review Board Appeals:</b>		
Aaron v. City	AFD	Hearing pending on 6/18/15
<b>Union Grievances:</b>		
(none)		

## Adopted Legislation

Adopted on 6/8/15:

- **R-8-15 Position Classifications and Pay Plan** – For the purpose of approving the FY 2016 position classification and pay plan effective July 1, 2015.
- **R-10-15 FY 2016 Fees Schedule Effective July 1, 2015** – For the purpose of specifying fees that will be charged for the use of City services for FY 2016.
- **R-11-15 Capital Improvement Program Fiscal Years 2016 - 2021** – For the purpose of adopting a capital improvement program for Fiscal Years 2016-2021 (July 1, 2015 – June 30, 2021).
- **R-12-15 FY 2016 Fines Schedule Effective July 1, 2015** – For the purpose of specifying fines that will be charged for FY 2016.
- **O-14-15 Annual Operating Budget: Fiscal Year 2016** – For the purposes of adopting an operating budget for the City of Annapolis for Fiscal Year 2016; appropriating funds for expenditures for Fiscal Year 2016; defraying all expenses and liabilities of the City of Annapolis and levying same for the purposes specified; specifying certain duties of the Director of Finance; and specifying a rate of interest to be charged upon overdue property taxes.
- **O-15-15 Capital Budget Fiscal Year 2016** – For the purpose of adopting a capital budget for Fiscal Year 2016; and appropriating funds for expenditures for the Fiscal Year 2016 capital budget.
- **O-22-15 Lease of 145 Gorman Street** – Amended and Restated Agreement of Lease between KDBA, LLC and the City of Annapolis for the use of non-city-owned property by the City of Annapolis.

Adopted on 6/22/15:

- **O-37-14 Lease of City Property to Chesapeake Children's Museum** – For the purpose of approving a lease between the City of Annapolis and the Chesapeake Children's Museum for a portion of the City-owned building located at 25 Silopanna Road, Annapolis, Maryland; and all other matters related to said lease with the Chesapeake Children's Museum.
- **O-20-15 Fair Housing in the City of Annapolis** – For the purpose of adding gender identity to the protected classes set forth in Chapter 11.32 of the Code of the City of Annapolis.
- **O-21-15 Nonstandard Vehicles Definition** – For the purpose of amending the definition of Nonstandard Vehicles to include all such vehicles including pedicabs and for-hire Segways.
- **O-22-15 Lease of 145 Gorman Street** – Amended and Restated Agreement of Lease between KDBA, LLC and the City of Annapolis for the use of non-city-owned property by the City of Annapolis.

## **Alcoholic Beverage Control Board**

### **BUSINESS AND MISCELLANEOUS**

- **BACK CREEK BENEFITS** – Eastport a Rockin' Street Festival

Request for a Special Class C, One Day Liquor License with Consumption of Alcoholic Beverages on City Property, including live music, for the Eastport a Rockin' Charity Street Festival event from 11:00 a.m. to 8:00 p.m. on Saturday June 20, 2015

- **ANNAPOLIS ROTARY** – Crab Feast

Request for a Special Class C, One Day Liquor License for the 70<sup>th</sup> Annual Annapolis Rotary Crab Feast event from 5:00 p.m. to 8:00 p.m. on Friday August 7, 2015

- **ARTS COUNCIL OF ANNE ARUNDEL COUNTY** – Arts, Crafts and Wine Festival

Request for a Special Class C, One Day Liquor License, BEER ONLY including live music, for the Arts, Crafts and Wine Festival event on Saturday June 6, 2015 from 10:00 a.m. to 6:00 p.m. and Sunday June 7, 2015 from 10:00 a.m. to 5:00 p.m.

- **STANTON COMMUNITY CENTER – Melissa Brown**

Request for Consumption on City Property permit for private rental party from 8:00 p.m. to 12:00 midnight on Saturday June 20, 2015

- **STANTON COMMUNITY CENTER – Kim Henson**

Request for Consumption on City Property permit BEER ONLY for private rental party from 8:00 p.m. to 12:00 midnight on Saturday June 6, 2015.

- **MILLS FINE WINE & SPIRITS – Removal of Officer**

*Remove Kelly McConnell; Move to qualifier Gerald J. Donahoe*

- **MAIN STREET MINIMART – Substitution of Officer**

*Amit Nibber to replace Gurparkash Singh Nibber*

- **MARITIME MUSEUM – Summer Concert Series**

Request for a Special Class C, One Day Liquor License with Consumption of Alcoholic Beverages on City Property, including live music, for the Summer Concert Series from 7:00 p.m. to 8:30 p.m. on the following Thursdays: June 18 & 25 July 2, 9, 16, 23 & 30 and August 6, 13 & 20, 2015.

- **CITY OF ANNAPOLIS – Visit of L' Hermione Tall Ship**

Request for Consumption of Alcoholic Beverages on City Property for a lunch reception from 1:30 p.m. to 4:00 p.m. and a pre-boarding reception from 6:30 -8:00 pm on Tuesday June 16, 2015.

- **SPECIAL CLASS C, ONE DAY LIQUOR LICENSES ISSUED IN JUNE = 17**

## City Clerk

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- 8 - Fully Executed Legislation
- 20 – Fully Executed Contracts/Agreements
- 7- Request for information via Citizen's completed
- 4- Requests for information Alderpersons
- 7- City Departments information requests
- 10- Special Event Application Reviewed
- 4 – Meetings/ Conference Calls
  - 2 - City Council
  - 2- Agenda Review
- 1 – Solicitor's Application Regular
- 5- Registration Certificate for Exempt Peddlers Applications



## Board of Supervisors of Election

2 – Meeting with Chair of the Board of Supervisors of Elections

FY2015 Campaign Fund Report Received

City of Annapolis Website Review w/update to link on homepage for Elections

## Public Safety Update

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### Fire Department

#### Monthly News/New Projects

- The Department responded to 823 calls for service in June and a total of 4807 calls for 2015 with the following breakdown:
  - EMS-614 or 73%
  - Fire – 128 or 17%
  - Service –51 or 7%
  - Rescue –20 or 2%
  - Hazmat –10 or 1%

#### Notable Incidents –June Highlights:

- 6/5/15 - Technical Rescue - Truxton Park - injured person in ravine
  - 6/7/15 - MVC into building 114 West Street - Minor Damage
  - 6/7/15 - MVC/multiple injuries - Bay Ridge Road @ Edgewood Road (Serious Injury)
  - 6/7/15 - Support Operations Maryland Firefighters Memorial Service
  - 6/7/15 - Pedestrian Struck - Hilltop @ Farragut (Serious Injury)
  - 6/11/15 - ATV Accident - Annapolis Walk Drive @ Good Harbor (Serious Injury)
  - 6/12/15 - Working Dwelling Fire - 36 Cathedral Street
  - 6/12/15 - Civil Disturbance Training
  - 6/14/15 - Bay Bridge Swim - Fireboat Marine Support Operations
  - 6/22/15 - MVC with City bus - West St @ Russell Street (Minor Injuries)
  - 6/27/15 - Swift Water Rescue - Vehicle in the water - King George Street
- Completed 70 new fire safety building inspections and 22 re-inspections (includes inspections conducted by station personnel)
  - Training hours completed –1164
  - ISO rating – Class 2
  - The Fire & Explosive Services Unit responded to 5 Explosive Services Requests and 5 K-9 requests and completed 6 fire safety inspections. They also conducted one internal investigation.
  - Chief Stokes & Deputy Chief Simmons attended City Council Budget approval Meeting.
  - The National Fallen Firefighters Foundation held their annual Survivors Conference at the Weston Hotel in Annapolis the week of June 29. Chief Stokes extended a welcome at the Opening Ceremony on behalf of the Mayor & City Council. The AFD staff and Union provided support during the event.

- OEM and EMS Division assisted treating possible heat exposure victims at St. John's College event.
- Captain Grimes (EMS Division) attended quarterly meeting at AAMC.
- Attended Council Work Session on Civil Unrest – The presenter, Vernon Harry did a great job.
- Sam's Club of Annapolis donated one pallet of bottle water to the AFD for use during incidents.
- Deputy Chief Remaley and Deputy Chief Simmons Attended Monthly Public Safety Meeting (PSC).
- The EMS Division has been successful in obtaining free vascular screening for all firefighters from AAMC. The screenings are scheduled to start in June 2015.
- The annual Maryland Fallen Firefighters Memorial Service was held on June 7, 2015 at the Memorial on Calvert Street.
- Worked with EMS billing company to implement new EMS transport fees effective July 1, 2015.
- Members of the Fire Marshal Office attended Mid-Atlantic Life Safety Conference.
- This month's Fire Prevention Message banner is "Grill Safety- 15 Feet Away from House"
- We are working with Public Works regarding some access issues for our vehicles on Bates Street.
- A pressure test of the City Dock Standpipe system failed the leak test again. I have asked that the repairs be completed before the Fall Boat Shows.
- The Department took delivery of two new Cardiac monitors for our medic units.
- Prepared for July 4<sup>th</sup> Activities- Worked with OEM staff on IAP.
- Our Fire Boat Commander, Lt. King and Insp. Jacobelli from the Fire Marshal's Office conducted an radio interview of WNAV on boat and fire works safety.
- The Department is in the process of hiring four (4) lateral entry firefighters.
- The Training Division conducted vehicle extrication training for all personnel. J&P Towing provided the space and cars at their lot on Hudson Street.
- EMS Division trained three (3) new APD officers in use of Narcan.
- Medical Director (Dr. Heller) annual contract signed and issued.
- Fire Inspector (Bomb Squad) attended advanced Explosive Disposal Techniques training.

### **Financial Activity Report**

- OVERTIME COSTS: (Note: Budgeted monthly average \$35,833.00)
- For the month of June Department used 1021 hours of overtime at a cost of \$52,704.74 this represents a usage of 12.26% of our total annual budget available for overtime. Our YTD overtime expenditures are \$430,423.68 or 100.01% of our annual OT budget.
- We currently have three (3) personnel on long term disability (one is scheduled to retire on disability effective August 1, 2015) or other issues and five (5) vacancies which are impacting our overtime budget.
- We received approval from the State to use 508 Grant funds to install insulation and heat in the Eastport Storage building.

### **Major Planned Actions**

- Continue with Smoke Detector outreach program.
- This year (2015) marks the 40<sup>th</sup> anniversary of paramedic service in the City of Annapolis. The Department has started plan to recognize this event.
- July 4<sup>th</sup> activities.

## Emergency Management

### Incidents and Events

- The Heat Emergency Action Plan was activated **2** times in the month of June, with a total of **2** cooling center participants. The Office of Emergency Management Heat Emergency Action Plan activates the Pip Moyer Recreation Center as a cooling center when Heat Index levels reach 105.
- **June 1, 2015 – Heavy Rain**
  - OEM sent one Emergency Management Alert to inform key officials, employees, and surrounding partners about heavy rainfall and potential flash flooding.
- **June 16, 2015 – Excessive Heat at L’Hermione Ceremony**
  - OEM staff responded to the French Monument, located at St. John’s College, to provide approximately 250 bottles of water to attendees at the L’Hermione Ceremony who were affected by very hot temperatures. OEM coordinated with the Mayors Office and Fire Department personnel during this event, and managed transportation between the event and downtown in conjunction with the Department of Transportation.
- **June 23, 2015 – Severe Thunderstorms**
  - OEM sent one Emergency Management Alert to inform key officials, employees, and surrounding partners about severe thunderstorms. This storm was forecasted to bring with large hail, damaging winds, and heavy rain.
- **June 26, 2015 – Newtowne Twenty Power Outage**
  - OEM received phone calls about power outages occurring in the Newtowne Twenty housing development. After assessing the situation, OEM coordinated with the Housing Authority of the City of Annapolis, and Baltimore Gas and Electric to provide information about restoring power to Newtowne Twenty. OEM worked with the Salvation Army to provide meals to residents. OEM also assisted an individual who reported to AAMC due to lack of power for her medical equipment.
- **June 26, 2015 – Flash Floods and Heavy Rains**
  - OEM sent one Emergency Management Alert to inform key officials, employees, and surrounding partners about heavy rainfall and potential flash flooding. Given very wet antecedent conditions and heavy rains forecasted to accumulate 1-3 inches, flash flooding was seen as probable.

### Planning

- The Office of Emergency Management met with staff from the Annapolis & Anne Arundel County Conference and Visitors Bureau on June 15th to discuss collaborating on a future continuity plan, to increase the sharing of critical community information, and to demonstrate the capabilities of the Emergency Operations Center.
- OEM continued the coordination of grant funding applications for Hazard Mitigation Assistance projects with Public Works and Planning & Zoning. OEM Staff coordinated a conference call on June 4<sup>th</sup> with Public Works, Planning and Zoning, and Mark James from MEMA regarding Hazard

Mitigation Assistance. OEM also met with Public Works personnel on June 16th to plan a strategy for building its application.

- On June 15<sup>th</sup>, The Office of Emergency Management presented at the Public Safety Committee Meeting. Staff highlighted the Hurricane Workshop for Community Leaders, the Hurricane Table Top Exercise as well as comments from the Maryland Emergency Management Association (MEMA) Conference.
- OEM staff worked with two audiovisual contractor companies on June 26th to receive additional quotes for work needed to enhance the functionality of the Alternate Emergency Operations Center at the Taylor Avenue Fire Station.
- OEM staff continued to update the Basic Plan of the Emergency Operations Plan.
- OEM staff attended a meeting of the Urban Area Security Initiative (UASI) Recovery Subcommittee on June 30<sup>th</sup>. This meeting focused on Regional Recovery Technical Assistance.
- OEM staff attended a meeting of the UASI Emergency Management Subcommittee on June 30<sup>th</sup>. This meeting focused on Regional Evacuation Technical Assistance.
- OEM staff attended a meeting of the UASI Executives on June 16th.
- OEM staff attended a Regional Evacuation Traffic Management Workshop on June 2nd hosted by the Baltimore Metropolitan Council.
- OEM attended the Steering Committee meeting of the Cultural Resources Hazard Mitigation Plan on June 11<sup>th</sup> to discuss current status of assessments, grant funding opportunities, and the open house planned for July 9<sup>th</sup>.
- OEM Staff attended a meeting coordinated by the Office of the Mayor on June 15<sup>th</sup> regarding the July 4<sup>th</sup> Parade and Fireworks display.
- OEM Staff attended a webinar on June 17<sup>th</sup> the National Weather Service to share a GIS tool that is in development called GeoCollaborate, which will enable local jurisdictions to access and manipulate new GIS data in new ways for different events.
- OEM staff has begun the process of reviewing applications for the Emergency Planner Contractual Position. Interviews are scheduled for July 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup>.

### **Training/Exercise**

- On June 11<sup>th</sup> and 12<sup>th</sup>, Vernon Herron from the University of Maryland Center for Health and Homeland Security came to Annapolis and gave two presentations on Civil Protest. The June 11<sup>th</sup> session was designed specifically for the City Council which receives a special training every 2 years. The June 12<sup>th</sup> was specifically for first responders and operational personnel. Representatives attended on behalf of the Capital Police, Anne Arundel County Police and Fire, Annapolis Police and Fire, and the Naval Academy Fire Department.

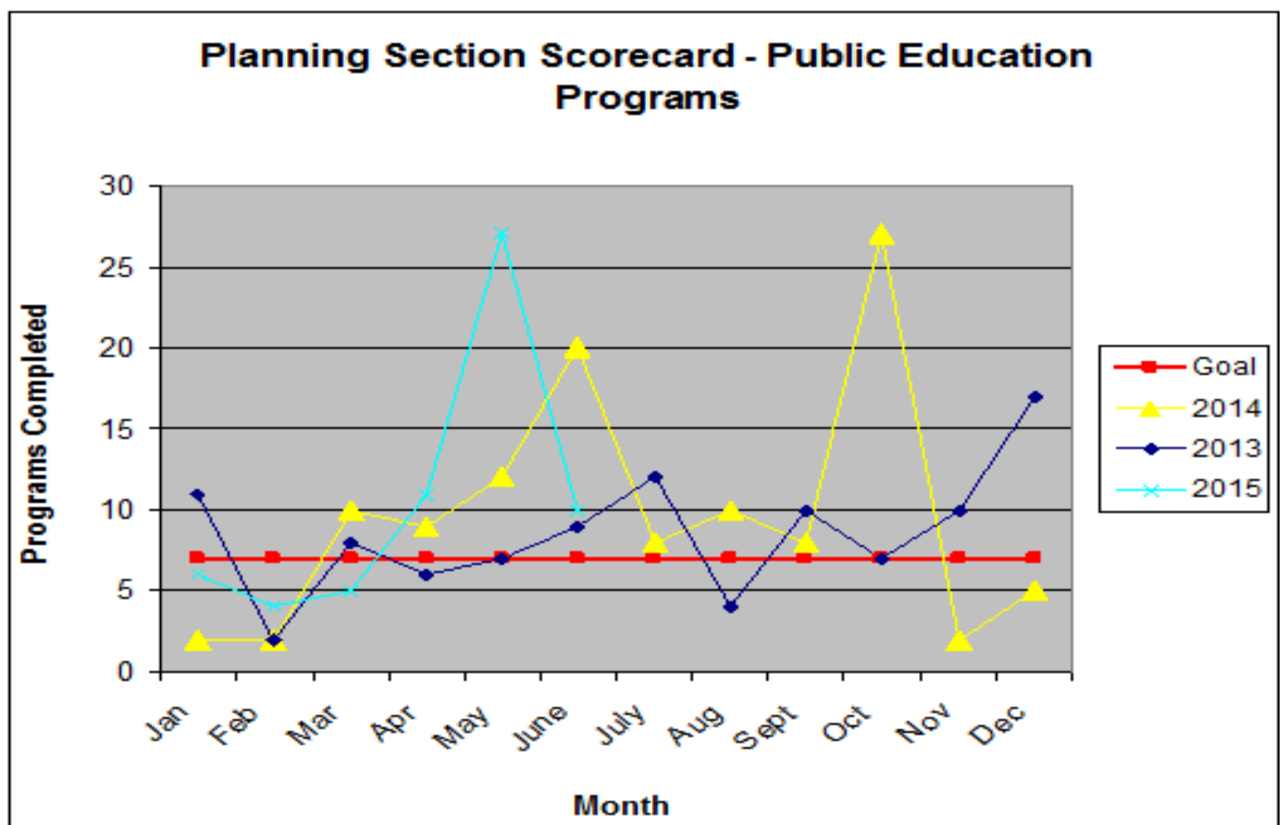
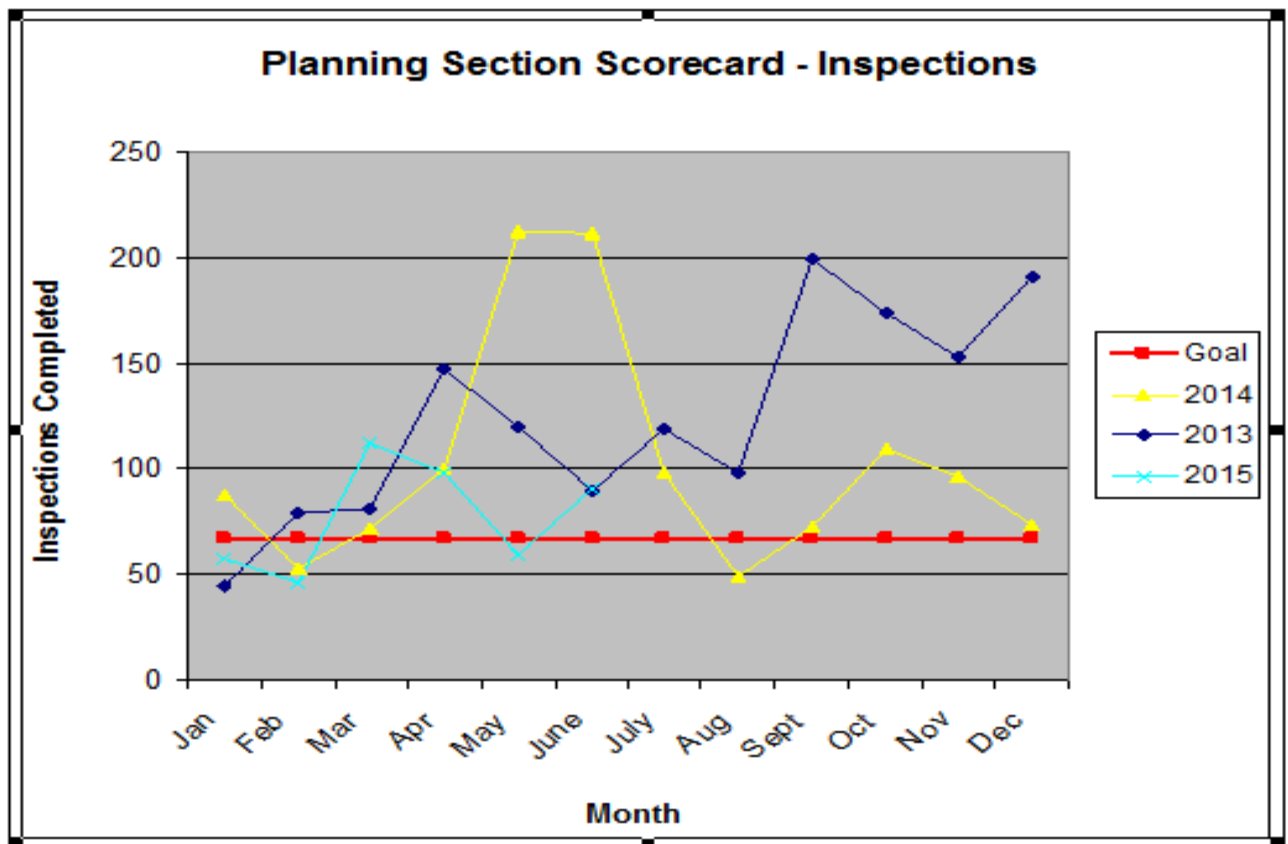
- On June 23<sup>rd</sup>, OEM held a Table Top Exercise for City departments to discuss preparations and response actions during a Hurricane event that would affect Annapolis. The Red Team and Blue Team each navigated a hurricane scenario. Several issues were highlighted, including storm preparations, crisis communications, evacuation and sheltering, emergency procurement, mayoral succession, and debris management.
- On June 25<sup>th</sup>, an OEM staff member attended the Baltimore Region Incident Management Team (BRIMT) functional exercise in Howard County.
- OEM staff attended the Urban Area Security Initiative Conference in San Antonio, Texas from June 9-11.

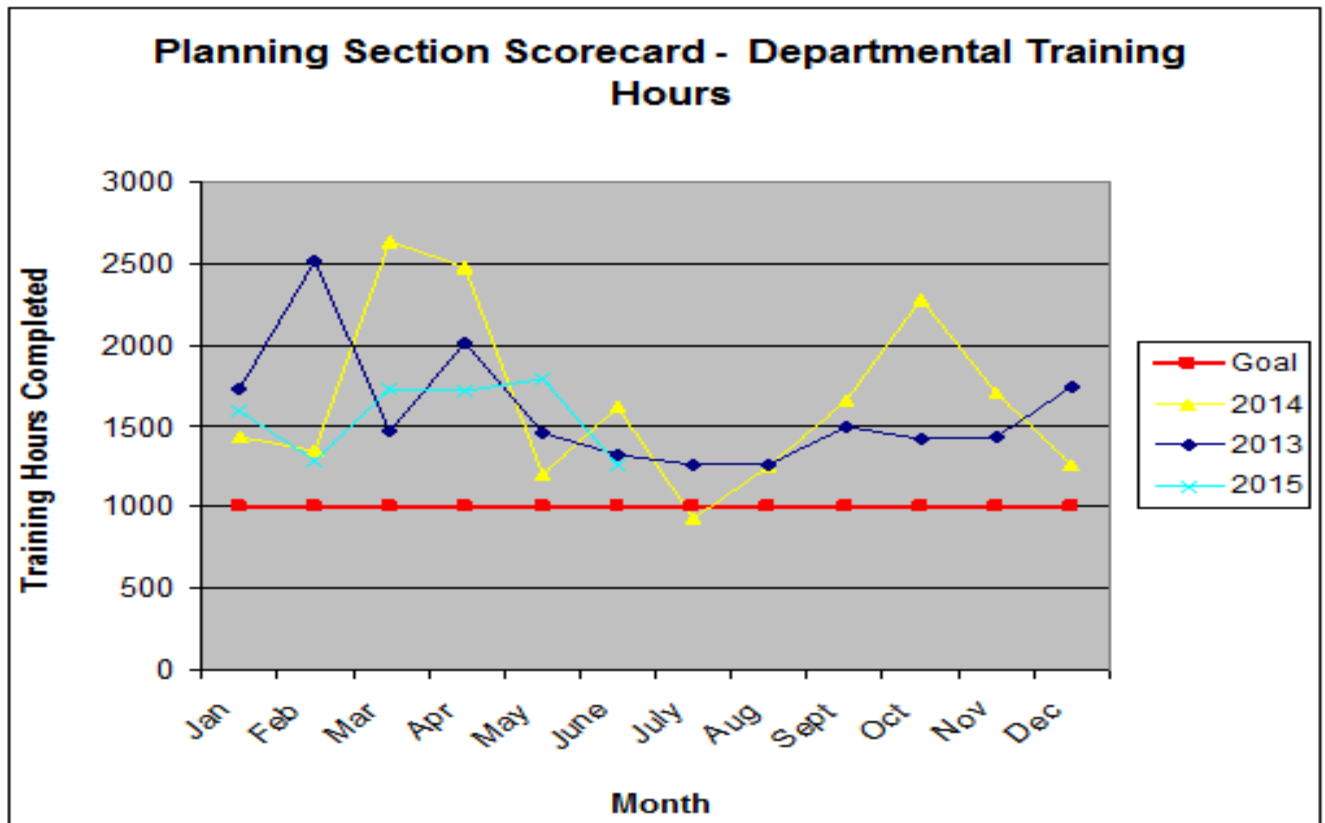
### **Outreach**

- Downloads of the emergency management free mobile app "Prepare Me Annapolis" reached 1,308 as of April 27<sup>th</sup>, 2015.
- OEM has increased its Twitter followers to 801.
- OEM has increased its Facebook 'likes' to 878.
- OEM Staff attended the Global City Teams Challenge on June 1<sup>st</sup> in support of Mike Dunaway and the Human Geography Mapping for Enhanced Community Resilience Project.
- On June 4<sup>th</sup>, OEM staff conducted a Hurricane Preparedness Workshop for Community Leaders. The workshop was held in the EOC with partners including BGE, and Planning and Zoning.

### **Grants Management**

- OEM continues to encumber funds in the FY 2014 Urban Area Security Initiative (UASI) and State Homeland Security Grant Programs.
- OEM closed out SHSG FY 2013 at the end of May, and closed out UASI FY 2013 at the end of June.





## Police Department

### 1. Personnel

	Sworn	Full Civilian	Contractual Full	Contractual Part	Temporary	Exempt	Total
Current	102	27	6	3	12	5	155
Vacant	7	3	1	1	0	0	15
Total Allocated	109	30	8	4	12	5	170

- Seven officers were either on light duty or administrative duty during the month.
- One officer will finish field training in early July.

### 2. Community Relations

## **JOINS:**

Officers reviewed 20 reports for the 23 juveniles arrested during this period. Of these cases, zero met the JOINS criteria. There is currently one youth in the program. Two completed the JOINS program in June. A total of eight home visits and five school visits were made.

## **Hispanic Liaison:**

Mr. Hudson has been assisting CID with multiple investigations. He also assisted with the Fish Camp. Mr. Hudson presented on Narco Saints at the Neighborhood Watch Meeting this month and the community had a lot of questions and interest in this topic.

## **Explorers POST 199:**

The Annapolis Police Explorers had 5 meetings in June. One of the scheduled meetings was spent walking in the area of Murray Hill to try and make the residents aware of the theft from vehicles. The Annapolis Youth Police Academy was held the 22<sup>nd</sup> through 26<sup>th</sup>. Officer Thiel had 8 kids in the camp. They all had a lot of fun and seemed to learn a lot. He received some good feedback from the parents. The Explorers were the MVPS of the Academy. He had all but three of his current Explorers volunteer their time to help with the camp. They taught, disciplined, and helped build the 8 individuals into a team. They continue to impress us with their maturity and willingness to be here. Officer Smikle also assisted with the camp. She arranged with the Maryland Food Bank to provide breakfast and lunch for the campers.

## **Fish Camp:**

Officer Smikle organized the Fish Camp from June 29 to July 2. All members of Community Services assisted during the camp. Also, several officers and retired Sgt. Eric Crane volunteered their time to help as well. I will be writing a letter to commend and thank all those that helped with the camp. Officer Smikle arranged with the Maryland Food Bank to provide breakfast for our 11 campers. They visited the Chesapeake Bay Foundation, completed the DNR fishing education class, went out on the bay with the Maryland Saltwater Sport Fishermen's Association, and had a picnic/fun day at Patty Norris' community beach in Cape St. John.

## **Community Services Section attended the following meetings/ events**

- CSAFE/ HEAT Team (1)
- Explorers Meeting/ Training/ Events (5)
- Youth Police Academy
- Fish Camp
- Honor Guard Training
- UASI PIO Meeting
- Worked for Admin Out 4 days
- Most Wanted Tapings (2)
- Law Enforcement Torch Run
- Kingsport Community Meeting
- Feet on the Street – UASI PIO outreach event
- Neighborhood Watch Meeting at APD (21 citizens attended)



- President's Hill Community Picnic
- Public Safety Committee Meeting
- Coffee with a Cop
- Comstat
- Clay Street Public Safety Meeting
- Beechwood Hill Community Meeting
- Homeless Coalition Meeting
- One and half days of new applicant interviews
- Hurricane Tabletop Exercise with OEM
- Training for Summer Food Service Program (Smikle and Hartlove)

#### **Upcoming Events:**

- Clay St Public Safety Team
- Explorers
- Stanton Center Girls Club
- Safety Camp
- Parole and Probation Community Celebration
- Admiral Oaks Student Appreciation Day
- Harbour House Camp
- Admiral Heights Bike Parade
- UASI PIO Meeting
- Most Wanted
- HEAT Meeting

### **3. Special Events**

<b>JUNE MEETINGS AND EVENTS 2015</b>				
<b>Date</b>	<b>Event / Meeting</b>	<b>Location</b>	<b># Officers</b>	<b>Costs</b>
06-02	ATB 10K Meeting	Bay Bridge	Gibbs	
06-05	Expedia Filming	Downtown		
06-06	Beer & Music Fest	NAAA Stadium		
06-06	Bay Hawks Lacrosse	NAAA	4 Officers	\$731.44
06-07	Fire Memorial	Calvert St		
06-08	Paint Annapolis	Downtown		
06-11	Lafayette Meeting	City Dock	Gibbs	
06-11	Jazz @ Whitmore	Whitmore Park		

06-11	Purple Line Rally	Lawyers Mall		
06-12	Music @ Chambers Park	Chambers Park		
06-13	Corvettes on the Bay	City Dock		
06-13	Presidents Hill Party	Hill St		
06-14	MD Ave Fest	MD Ave		
06-14	Gospel @ Whitmore	Whitmore Park		
06-15	July 4 <sup>th</sup> Meeting	City Hall	Gibbs	
06-16	Hermione Lafayette	City Dock		
06-16	Faces of Valor Meeting	Main st	Gibbs	
06-18	Tides & Tunes	2 <sup>nd</sup> St		
06-18	4 <sup>th</sup> Meeting	City Hall	Gibbs	
06-20	Eastport-A-Rockin	2 <sup>nd</sup> St	6 Officers	\$3,233.50
06-21	Youth Triathlon	Truxton Park	5 Officers	\$709.59
06-21	Paris Flea Market	Annapolis St		
06-23	Race Across America	City Dock		
06-24	Potomac Filming	Downtown		
06-25	Jazz @ Whitmore	Whitmore Park		
06-25	Tides & Tunes	2 <sup>nd</sup> St		
06-26	Music @ Chambers	Chambers Park		
06-27	Faces of Valor	Downtown	1 Officer	
06-28	Gospel @ Whitmore	Whitmore Park		
06-29	1 <sup>st</sup> Baptist Summer Camp	W.Washington St		
06-30	4 <sup>th</sup> Meeting	EMS	Gibbs	
<b>Total</b>				<b>\$4,674.53</b>

#### 4. Notable Events

- On 6-4-15 at members a search and seizure warrant at 1145 B1 Madison St Annapolis, Md. Once the door was breached (6) subjects took off running towards the back of the apartment. During the search of the bedroom a plastic bag which contained (23) heroin capsules were located in a dresser drawer. The total weight of the heroin was 12 grams. A plastic baggie containing black tar heroin and a baggie of marijuana was recovered from a purse in the master bedroom. The leaseholder, Chanell Sommerville's, identification was located in this purse. The black tar heroin weighed 0.1 gram and the marijuana weighed 1 gram. In the bathroom a plastic baggie containing heroin was located in the drain of the bath tub. That heroin was recovered and weighed 0.5 grams. Plastic baggies were recovered from the bathroom medicine cabinet. (3) digital scales were recovered from the kitchen. While holding security at the front door, an officer observed a hole in the hallway ceiling just outside the B1 apartment. The officer could see the handle of a handgun sticking out from the hole. The gun was recovered. The gun was a Hi-Point .40 Caliber handgun. The magazine was full with one round in the chamber. The gun was unregistered and not reported stolen.
- **Shooting 2232 Bay Ridge 6/5/15/ @ 1701 hours** The victim and her companion were buying drugs and the victim was shot. She was transported to Shock Trauma. A suspect has been arrested in the case.
- **Shooting 18 Bens Dr. 6/13/15 @ 0140 hours** - The victim and the suspect were involved in an argument when the victim was shot. The suspect was arrested.

## Planning Activity

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### Comprehensive Planning

- June 4: Planning Commission public hearing on Personal Fitness Studios
- June 12: BRTB Long Range Plan Work Session
- Draft adequate public facilities for schools ordinance, preparing to be introduced
- Proposals for Upper West Street Sector Study are in, currently under review
- Posted new "Site Plan Production Guide" on Planning and Zoning website: <http://www.annapolis.gov/docs/default-source/planning-and-zoning-documents/site-plan-production-guidance.pdf?sfvrsn=2>

### Community Development

#### 1. Community Development Block Grant

Mailed award letters to CDBG FY 2016 applicants, setup files and began drafting grant agreements for those projects. Working with Finance to set up the CDBG budget for FY 2016. Started inputting

accomplishment data for FY 2015 into the HUD Integrated Disbursement and Information System (IDIS).

Processed several rehabilitation program payoffs which provided \$80,000 to correct door problem at the Stanton Center. Hired consultant to develop scope of services so project can go out to bid soon.

## **2. Homeless**

Continued work with the Anne Arundel County and Annapolis Partnership to end homelessness. The Partnership has developed a coordinated assessment process and single point of entry for accessing homeless services. The first point of contact is the Anne Arundel County Mental Health Agency, CRISIS WARMLINE, 410-768-5522, 24 hours a day, 7 days a week.

## **3. Major Planned Actions**

1. Update Community Development Division web page.
2. Update all HUD required plans Fair Housing, Displacement, Relocation, and Citizen Participation Plans.
3. Repair the "Old Fourth Ward" kiosk.

## **Historic Preservation**

- 11 Administrative applications were reviewed, approved and issued by staff.  
Total estimated costs of approved applications -  
Private - \$91,386.00  
Public - \$0
- 5 Public Hearing approvals issued.  
Total estimated costs of approved applications -  
Private - \$4,500.00  
Public - \$6,000.00

## **Financial and Activity Report**

### **HPD funding from City as approved/expended to date for 2014/2015 (\$45,000)**

- \$15,000 for HPD Consulting Services with \$2,079.50 remaining
- \$5,000 for the Heritage Commission with \$1,092.12 remaining
- \$25,000 for Preservation Coordinator Contract Services with \$3,902.81 remaining
- \$2,500 for Preservation Coordinator Contract Services for MDOT grant with \$475.00 remaining

### **P&Z pass-through funding (\$37,500)**

- \$25,000 for Arts & Entertainment District with \$0 balance
- \$12,500 for MainStreets Annapolis Partnership (MAP) with \$0 balance

## **Grants**

- \$1,000.00 – From Maryland Historical Trust – Certified Local Government Educational Set Aside - To support continuing education programs for members of the Annapolis Historic Preservation Commission. Remaining balance of \$1,000.00
- \$1,886.50.00 – National Alliance of Preservation Commissions & Maryland Association of Historic District Commissions – To fund scholarships for members of the Annapolis Historic Preservation Commission and staff. Remaining balance of \$751.26
- \$25,000.00 – From Maryland Historical Trust – For Cultural Resources Hazard Mitigation Plan. Remaining balance of \$170.00
- \$25,000.00 – National Trust for Historic Preservation – For Cultural Resources Hazard Mitigation Plan. Remaining balance of \$0
- \$4,000.00 – Preservation Maryland – For Cultural Resources Hazard Mitigation Planning Project. Remaining balance of \$0
- \$46,388.00 – Dept. of Natural Resources – For Designing a Cultural Resource Resiliency Plan. (Encumbered \$22,000.00 for Architectural Consultation, \$9,188.00 for Contract Employee Salary, \$7,500.00 for Dues & Memberships.) Remaining balance of \$7,700.00
- \$25,000.00 – Transit Grant – Downtown Annapolis Bike Rack Program – Remaining balance of \$9,359.60

## **Recreation and Parks**

### **Recreation**

- 412 children have registered and participated in summer camps thus far this summer. Truxtun Park Day Camp, Kids Camp, Recreation and Enrichment Camps, Splash Camps and Boating Camps.
- Maryland Safe Boating Class – 25 participants
- There are 36 more camps to commence throughout the remainder of the Summer.
- Personal Training 55 hours/Fitness classes year to date 1,267 participants.
- Truxton Youth Triathlon was held June 21st and had 160 children participate.
- Truxton Pool opened on weekends starting Memorial Day Weekend and weekdays starting June 19th. Swim team began May 26th. Thus far Swim Lessons have had 42 participants, Masters Swimmers 47 participants and 4 pool rentals.
- Men's Summer Basketball League started June 19th - 10 teams participating.
- Youth Baseball League concluded – Annapolis Recreation and Parks hosted the 8 year old & Under All -Star game.
- Stanton Center Recreation and Enrichment Camp has 49 participants, Hook a Kid on Golf program began for the Summer.
- 2 bronze plaques were installed at the Stanton Center to commemorate the history of the building.

## Parks

- Fall GreenScape (October 24, 2015) - preparing for this event, will give away 1500 Tulip and Daffodil bulbs to volunteers to plant in public spaces throughout the City.
- Renovated rain garden at Amos Garrett Park - continued working with a Watershed Steward and Matt Waters, the City Stormwater Engineer, to make the necessary repairs to existing rain garden at Amos Garrett Park. Anticipating the work to be completed this Fall.
- Nature Camp conducted a one week nature camp where campers learned about water conservation, insects, recycling, and fishing (June 29-July 2).
- Park Brochures- worked with Marketing to update the Memorial Tree and Bench, Parks and Trails, and the "Friends of Parks" brochures.
- Arts In Public Places Commission
  - Summer Concert Series at City Dock will take place every Thursday night - started July 2nd and runs through Sept 4th.

## Harbormaster

- Assisted with the visit of **L' HERMIONE** June 15-16. Thousands of residents and visitors came to view the ship.
- The Statement of Work for the RFP has been approved by the Maryland Department of Natural Resources and has been submitted to Procurement. Our grant funded (87.5%) Mooring improvement project is now scheduled to commence after the Fall Boat Shows.
- Ended the fiscal year 2015 approximately 7% above 2014 revenue figures.

## Transportation

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### Activity Report

#### 1. Parking

##### On-Street Parking

June 2015

Citations Issued = 2,023

Revenue = \$65,685

In FY 2015, both total citations and revenue were up compared to FY 2014. Citations were up by 19.31% and revenue also increased by 8.75%.

	FY 2015	FY 2014	% Change
Issuance (Citations)	28,795	24,134	19.31%
Revenue	744,268.01	684,407.45	8.75%

## Parking Garages/Lots

(Gotts, Knighton & Hillman garages; Larkin St. & South St. lots) June 2015:

Total Revenue - \$440,070

Total vehicles parked – 49,581

## **2. Transit Operations**

### French Ship Procession, June 16, 2015 – Special Transit

Service Hours (overtime): 3 hours

Number of passengers: 55

Number of buses used: 1

### FY 2015 Total Ridership

Total ridership (unlinked passenger trips) in FY 2015 was down by more than 20% compared to FY 2014. This is essentially due to service reduction and fare increases that were implemented in November 2014.

FY 2015: 597,359 passengers

FY 2014: 752,920 passengers

Percent Change: -20.66%

System-wide, ridership has decreased by 42.99% since FY 2011 due primarily to service reductions, decrease in service frequency and fare increases.

## **June 2015 Ridership and Farebox Revenue**

Total ridership in June 2015 was 40,716, down by 29.83% compared to June 2014 (Table 1). Again, ridership on the Circulator and the Gold routes was down by 71.69% and 53.33% respectively. System-wide, this is the sixth consecutive month of significant reductions in ridership since the implementation of service reductions in November 2014.

Table 1. June 2015 Unlinked Passenger Trips

<b>Route</b>	<b>June 2015</b>	<b>June 2014</b>	<b>% Change</b>
Red	6,053	7,046	-14.09%
Yellow	2,836	2,967	-4.42%
Green	7,493	7,486	0.09%
Orange	2,091	1,685	24.09%
Gold	2,231	4,780	-53.33%
Brown	7,475	9,976	-25.07%
Purple	3,045	3,484	-12.60%
Circulator (city side)	4,407	15,569	-71.69%
State Shuttle	4,671	4,628	0.93%
Paratransit	414	407	1.72%
<b>Total (system-wide)</b>	<b>40,716</b>	<b>58,028</b>	<b>-29.83%</b>

Table 2. June 2015 Farebox Revenue

<b>Route</b>	<b>June 2015</b>	<b>June 2014</b>	<b>% Change</b>
Red	\$8,346	\$10,435	-20.02%
Yellow	\$1,577	\$1,504	4.85%
Green	\$12,186	\$11,676	4.37%
Orange	\$2,925	\$3,004	-2.63%
Gold	\$2,497	\$5,714	-56.30%
Brown	\$10,180	\$13,799	-26.23%
Purple	\$2,127	\$3,570	-40.42%
Circulator*	\$3,684	\$0	0.00%



State Shuttle**	\$927	\$761	21.81%
Paratransit	\$546	\$669	-18.39%
<b>Total (system-wide)</b>	<b>\$44,995</b>	<b>\$51,132</b>	<b>-12.00%</b>
<i>*Circulator was free in June 2014</i>			
<i>**Fares for State Shuttle exclude fares from state employees which is an average of \$18,750 a month</i>			